

MWCS-28 GROUND CALIBRATION FACILITY



GCSS-MC SERVICE REQUEST/CAL CONTROL TUTORIALS



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Created by: GySgt Tieman, R. D.

MWCS-28 GROUND CALIBRATION FACILITY GUIDES



***DISCLAIMER: The proceeding how-to guides are based upon current orders and directives, UM 4000-125 dated 20150427, and local IMA SOP. Final authority rests within current unit Maintenance Management policies.

I. READ THE REFERENCES

*CAL GUIDANCE: DOWNLOAD MCO FROM WWW.MARINES.MIL PUBLICATIONS. DOWNLOAD TM/TI/UM FROM WWW.MARINES.MIL TECHNICAL PUBLICATIONS. UM 4000-125 CAN BE DOWNLOADED FROM FSMAO EAST/WEST SHAREPOINT.

1. TM 10510-OD/1Q (PCN: 18400014000) - GPETE LISTING
2. MCO 4400.16H (PCN: 10204730000) - UMMIPS
3. MCO P4400.82F W/CH 1-2 (PCN: 10205020000) - MUMMS
4. MCO 4733.1C (PCN: 10206528000) - TMDE CAMP
5. MCO 4855.10C (PCN: 10206610700) - PQDR PROGRAM
6. UM 4790-5 W/CH 1 (PCN: 18847905000) - MIMMS AIS
7. TM 4700-15/1H W/CH 2 CUM - 3 (PCN: 18204600000) - GROUND EQUIP RECORDS
8. TI 4733-OD/1 (PCN: 16738355000) - TMDE CAMP
9. TI 4733-OD/2 (PCN: 16747331600) - CRSIG
9. TI 4733-OD/10 (PCN: 16738356000) - SPECIAL CAL OF TORQUE TOOLS
10. TI 4733-OD/11 (PCN: 16737357200) - INFANTRY WEAPONS GAGE PROGRAM
11. TI 4733-OD/21 (PCN: 16747104300) - SICP
12. UM 4000-125 (PCN: 18844123300) - GCSS-MC USER MANUAL

II. RUN THE CALIBRATION REPORT

*CAL GUIDANCE: IAW UM 4000-125 DATED 20150427 PAGE 562, GCSS-MC WILL BE USED TO SCHEDULE, TRACK AND SUBMIT ITEMS FOR CALIBRATIONS. FOR ANY ITEM THAT IS NOT IB TRACKED, THE CALIBRATED ITEM WILL BE MANUALLY TRACKED ON AN EXCEL SPREADSHEET.

1. In order to schedule calibration requirements, the GCSS-MC calibration report must be utilized in order to keep track of what is due for calibration.
2. Log into GCSS-MC and select the 'Discover Reports User' role.
3. Select the 'Calibration Report' link under the Discoverer Custom Reports for Maintenance category.

The screenshot shows the Oracle Discoverer Viewer Business Intelligence interface. At the top, there is a header with the Oracle logo and 'Discoverer Viewer Business Intelligence'. Below this is a 'Connect >' link. The main section is titled 'Worksheet List'. Under this, there is a 'Search' section with a text input field and a 'Go' button. Below the search section is a 'Result List' section. It contains a 'Refresh' button and links for 'Expand All' and 'Collapse All'. A tree view shows 'Discoverer Workbooks >' expanded, with a sub-item 'XXMC_CALIBRATION_DWB' selected. Under 'XXMC_CALIBRATION_DWB', there are three items: 'Calibration Details' (highlighted with a red box), 'Calibration Forecast - Graph', and 'Calibration Forecast - by UIC'. The 'Calibration Details' item is also highlighted with a red box. At the bottom of the interface, there is a footer with copyright information and links for 'Preferences', 'Exit', 'Logout', and 'Help'.

Focus Name	Description	Owner	Last Modified
XXMC_CALIBRATION_DWB		DISCOADMIN	Monday, April 21, 2014 7:56:19 PM GMT
Calibration Details			
Calibration Forecast - Graph			
Calibration Forecast - by UIC			

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About Oracle BI Discoverer Viewer Version 11.1.1.7.0
Oracle Technology Network

[Preferences](#) | [Exit](#) | [Logout](#) | [Help](#)

Select Report

4. Select the 'Calibration Details' link.

[Connect](#) > [Workbooks](#) >

XXMC_CALIBRATION_DWB - Calibration Details

Last run Thursday, April 16, 2015 12:04:51 AM GMT

Actions

[Rerun query](#)
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Worksheets









[Calibration Details](#)
[Calibration](#)
[Forecast - Graph](#)
[Calibration](#)
[Forecast - by UIC](#)

Global Combat Support System - Marine Corps Calibration Details

Parameters

Select values for the following parameters.

* Indicates required field

- * Select value(s) for UIC 
- * Select value(s) for Responsible Officer 
- * Select value(s) for SUC 
Subordiante Unit code
- * Select value(s) for TAMCN 
- * Select value(s) for ID 
TAMCN ID
- * Select value(s) for Model 
TAMCN Model
- * Select value(s) for Serial Number 
- * Select value(s) for NIIN 
National Item Identification Number
- Enter starting Date Range (DD-MON-YY)
Next Calibration Date (Example: 15-APR-2015)
- Enter ending Date Range (DD-MON-YY)
Next Calibration Date (Example: 15-APR-2015)

Table

[Tools](#) [Layout](#) [Sort](#) [Rows and Columns](#)

Select UIC

4. Click the flashlight icon next to the 'Select Values(s) for UIC'.

This page enables you to select the parameter values

Search

Cancel Select

Search by Contains

Search for

☐ Case Sensitive

Results

Available

AAC-M00207
M00207 MWCS-28 MACG-28 2D MAW

Selected

{All}

 Move

[Move All](#)

Remove



Previous 1-2 of 2 Next

Cancel Select

Help

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Select UIC

- For quicker searches, type the wildcard symbol and RUC into the 'Search for' field and click 'Go' to filter for the desired units under the RUC. Click on '{All}' and then the '< Remove' button. Select the desired AAC's and then the '> Move' button.
- Once the proper RUC is displayed, double-click (or utilize the move buttons) the 'Available' and 'Selected' fields such that the following screen is achieved.

ORACLE Discoverer Viewer

Business Intelligence

Help

Search and Select: PUIC

This page enables you to select the parameter values

CancelSelect

Search

To find the value, select a filter in the drop down list and enter a word in the text field, then click the go button. To see a list of all values, clear the search box and click the go button

Search by Contains

Search for Go

☐ Case Sensitive

Results

Available

AAC-M00207

{All}

>

Move

>>

Move All

<

Remove

<<

Remove All

<

Previous

1-2 of 2

Next

>

Selected

M00207 MWCS-28 MACG-28 2D MAW

x

u

v

v

CancelSelect

Help

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Select UIC

7. Confirm that only the desired RUC is displayed within the 'Selected' field as given by the above figure. Leaving the '<All>' criteria in the selected field will pull all units data and take a long time to process. Click the 'Select' button when finished.

XXMC_CALIBRATION_DWB - Calibration Details

Last run Friday, April 17, 2015 5:53:18 PM GMT

Worksheets

[Calibration Details](#)
[Calibration Forecast - Graph](#)
[Calibration Forecast - by UIC](#)

Parameters Needed

Select values for the following parameters.

* Indicates required field

* Select value(s) for UIC

* Select value(s) for Responsible Officer

* Select value(s) for SUC

Subordiante Unit code

* Select value(s) for TAMCN

* Select value(s) for ID

TAMCN ID

* Select value(s) for Model

TAMCN Model

* Select value(s) for Serial Number

* Select value(s) for NIIN

National Item Identification Number

Enter starting Date
Range (DD-MON-YY)

Next Calibration Date (Example: 17-APR-2015)

Enter ending Date
Range (DD-MON-YY)

Next Calibration Date (Example: 17-APR-2015)

8. Enter your Subordinate Unit Code (SUC). The SUC code is your unit CMR designator within your UIC. If unknown, contact your Consolidated Memorandum Receipt (CMR) Responsible Officer (RO) or unit MMO/MMC/Supply Officer for this information. Note that leaving this field set to '{All}' will pull all SUC values and you can merely sort the resulting spreadsheet for your particular SUC.

[Connect](#) > [Workbooks](#) >

XXMC_CALIBRATION_DWB - Calibration Details

Last run Friday, April 17, 2015 5:53:18 PM GMT

Worksheets

[Calibration Details](#)
[Calibration Forecast - Graph](#)
[Calibration Forecast - by UIC](#)

Parameters Needed

Select values for the following parameters.

* Indicates required field

- * Select value(s) for UIC
- * Select value(s) for Responsible Officer
- * Select value(s) for SUC
Subordiante Unit code
- * Select value(s) for TAMCN
- * Select value(s) for ID
TAMCN ID
- * Select value(s) for Model
TAMCN Model
- * Select value(s) for Serial Number
- * Select value(s) for NIIN
National Item Identification Number

Enter starting Date
Range (DD-MON-YY)

Next Calibration Date (Example: 17-APR-2015)

Enter ending Date
Range (DD-MON-YY)

Next Calibration Date (Example: 17-APR-2015)



[Preferences](#) | [Exit](#) | [Logout](#) | [Help](#)

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Date Search Criteria

9. Entering dates within the 'Enter starting Date' and 'Enter ending Date' fields will query the report with respect to the 'Next Calibration Action Date' field in the PM/CAL Schedule form only. Leaving the 'Enter starting Date' and 'Enter ending Date' fields blank will search for all records that have any information contained within the 'CAL' marked fields in the PM/CAL Schedule form to include any items with PM information entered in the 'PM or Calibration Remarks*' field. This query is only useful for searching for calibration items with a blank 'Next Calibration Action Date' field.

Maintenance Management Report

Query Progress



Executing query

Estimated Time Unknown
Elapsed Time 00:00:11
Current status Running query

[Cancel](#) [Refresh](#)

[TIP](#) You can change the refresh rate of this page. Please check with your OracleAS administrator or the OracleBI Discoverer documentation for more details.

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[About OracleBI Discoverer Version 10.1.2.55.26](#)

[Help](#)

Running Report

Actions

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Worksheets

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[Task Detail by Assignee](#)
[Task Summary by Assignee](#)

Actions

10. Once the report has finished, click on the 'Export' link to export the report.

Choose export type

Use the drop-down list to specify the export file format.

CSV (Comma delimited) (*.csv)

Report Notification

11. Choose the drop-down list.

Choose export type

Use the drop-down list to specify the export file format.

- ☒ CSV (Comma delimited) (*.csv)
- ☐ DIF (Data Interchange Format) (*.dif)
- ☐ Formatted Text (Space delimited) (*.prn)
- ☐ GIF Image (*.gif)
- ☐ Hyper-Text Markup Language (archived) (*.zip)
- ☐ Microsoft Excel Workbook (*.xls)
- ☐ Oracle Reports XML (*.xml)
- ☐ PNG Image (*.png)
- ☐ Portable Document Format (PDF) (*.pdf)
- ☐ SYLK (Symbolic Link) (*.slk)
- ☐ Text (Tab delimited) (*.txt)
- ☐ WKS (Lotus 1-2-3) (*.wks)

Report Format

12. Select the desired format of the exported report.

13. Click the 'Export' button in the upper right-hand corner of the screen.

14. Click the 'Click to view or save' button and save the report to your computer.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U
1	Global Combat Support System - Marine Corps Calibration Details 17-FEB-2013																				
2																					
3	UIC: <Alt>	TAMCN: <Alt>	Serial #: <Alt>	NIN: <Alt>																	
4																					
5	UIC	SUC	TAMCN	NIN	Nomenclature Instance #	Serial #	Last SR #	Last Cal Type	Last Cal Date	Next Cal Date	Next Cal Type	Remarks									
6	M29021 3D M	YELM			002486975	GAGE COMP#1308619	0052001	SPECIAL	10-OCT-2012	10-APR-2013	SPECIAL	TI CAL'D IAW GENRL METRL TOLERANCES AND INTERVAL (+/-2NFS)									
7		YELM			002486975	GAGE COMP#1033619	0056001	SPECIAL	11-OCT-2012	11-APR-2013	SPECIAL	TI CAL'D IAW GENRL METRL TOLERANCES AND INTERVAL (+/-2NFS)									
8		YELM			002486975	GAGE COMP#1310619	0074001	SPECIAL	11-OCT-2012	11-APR-2013	SPECIAL	TI CAL'D IAW GENRL METRL TOLERANCES AND INTERVAL (+/-2NFS)									
9		YELM			002486975	GAGE COMP#1310623	0082001	SPECIAL	10-OCT-2012	10-APR-2013	SPECIAL	TI CAL'D IAW GENRL METRL TOLERANCES AND INTERVAL (+/-2NFS)									
10		YELM	A70507G.090#1513464		TEST SET#A#16248	0218		INACTIVE	18-NOV-2012	20-SEP-2013	INACTIVE	18-NOV-2012 INACTIVE DATE									
11		YELM	A70507G.090#1513464		TEST SET#A#16248	0248		INACTIVE	18-NOV-2012	20-SEP-2013	INACTIVE	18-NOV-2012 INACTIVE DATE									
12		YELM	A70507G.100#13776166		CHMMETER #781490	025046		FULL	29-NOV-2011	28-NOV-2014	FULL										
13		YELM	A70507G.100#13776166		CHMMETER #1450	033000		FULL	18-NOV-2012	19-NOV-2015	FULL										
14		YELM	A70507G.090#1513464		TEST SET#A#2518325	0354		SPECIAL	27-APR-2012	27-APR-2013	SPECIAL	SEE ITEM INSTANCE NOTES									
15		YELM	A70507G.090#1513464		TEST SET#A#2518326	0371		SPECIAL	27-APR-2012	27-APR-2013	SPECIAL	SEE ITEM INSTANCE NOTES									
16		YELM	A70507G.090#12175631		TEST SET #17509	0379		INACTIVE	08-NOV-2012	20-SEP-2013	INACTIVE	08-NOV-2012 INACTIVE DATE									
17		YELM	A70507G.090#12175631		TEST SET #17506	0382		INACTIVE	28-OCT-2012	20-SEP-2013	INACTIVE	28-OCT-2012 INACTIVE DATE									
18		YELM	A70507G.090#12175631		TEST SET #17507	0386		INACTIVE	02-NOV-2012	20-SEP-2013	INACTIVE	02-NOV-2012 INACTIVE DATE									
19		YELM	A70507G.090#12175631		TEST SET #17508	0444		INACTIVE	28-OCT-2012	20-SEP-2013	INACTIVE	28-OCT-2012 INACTIVE DATE									
20		YELM	A70507G.090#12175631		TEST SET #17494	0456		INACTIVE	08-NOV-2012	20-SEP-2013	INACTIVE	08-NOV-2012 INACTIVE DATE									
21		YELM	A70507G.090#1513464		TEST SET#A#2518323	0464		SPECIAL	30-APR-2012	30-MAY-2013	SPECIAL	SEE ITEM INSTANCE NOTES									
22		YELM	A70507G.090#12175631		TEST SET #17495	0495		SPECIAL	09-APR-2012	09-APR-2013	SPECIAL	4410A S/N 0495, RF SAMPLER S/N 0495, & 50 OHM LOAD S/N 1068858 CAL'D TO 80 WATTS WITH: 4410-3 S/N 0113010, 4410-5 S/N 0113010									
23		YELM	009430941		SCREWDRIVER#194807	05093944		SPECIAL	10-SEP-2012	10-JUN-2013	SPECIAL	CLOCKWISE ONLY									
24		YELM	A70507G.090#12175631		TEST SET #17496	0512		INACTIVE	28-OCT-2012	20-SEP-2013	INACTIVE	28-OCT-2012 INACTIVE DATE									
25		YELM	A70507G.090#1513464		TEST SET#A#2518324	0538		SPECIAL	30-APR-2012	30-MAY-2013	SPECIAL	SEE ITEM INSTANCE NOTES									
26		YELM	010752597		WRENCH, 10/25/18250	0610500081		SPECIAL	22-OCT-2012	22-OCT-2014	SPECIAL	CLOCKWISE USE ONLY									
27		YELM	A70507G.090#12175631		TEST SET #1493	0668		SPECIAL	22-JUN-2012	22-JUN-2013	SPECIAL	4410A S/N 0668, RF SAMPLER S/N 0668, & 50 OHM LOAD S/N 1279 CAL'D TO 80 WATTS WITH: 4410-3 S/N 06581, 4410-5 S/N 06581									
28		YELM	A70507G.090#13092825		TEST SET#A#5886	0737		SPECIAL	11-OCT-2012	11-OCT-2013	SPECIAL	SEE ITEM INSTANCE NOTES									
29		YELM	A70507G.110#1566249		THIRD ECHO#153619	074		SPECIAL	17-SEP-2012	17-SEP-2013	SPECIAL	SPECIAL CAL FOR CERTAIN COMPONENTS									
30		YELM	A70507G.090#13092825		TEST SET#A#5881	0743		SPECIAL	12-SEP-2012	12-SEP-2013	SPECIAL	TS 4317/GRM NOT CALIBRATED WITH CURRENT SHUNT, 10 dB AND 20 dB ATTENUATORS. CALIBRATED FOR USE WITH TS 4									
31		YELM	A70507G.090#12175631		TEST SET #17498	0751		INACTIVE	28-OCT-2012	20-SEP-2013	INACTIVE	28-OCT-2012 INACTIVE DATE									
32		YELM	A70507G.090#12175631		TEST SET #17499	0960		INACTIVE	28-OCT-2012	20-SEP-2013	INACTIVE	28-OCT-2012 INACTIVE DATE									
33		YELM	A70507G.090#12175631		TEST SET #17500	0966		SPECIAL	09-APR-2012	09-APR-2013	SPECIAL	4410A S/N 0966, RF SAMPLER S/N 1034, & 50 OHM LOAD S/N 993 CAL'D TO 80 WATTS WITH: 4410-3 S/N 0986, 4410-5 S/N 0986									
34		YELM	A70507G.090#13092825		TEST SET#A#5869	0912		SPECIAL	18-JUL-2012	18-JUL-2013	SPECIAL	TS4317/GRM not calibrated with current shunt, 10dB and 20 dB attenuators. Calibrated for use with TS4317/GRM (Serial No. 1012) onl									
35		YELM	A70507G.112#15306573		ANALYZER#3715619	022281	0002060	FULL	29-JUN-2012	28-OCT-2013	FULL										
36		YELM	A70507G.112#15306573		ANALYZER#3715620	022389	0109430	FULL	31-OCT-2012	01-MAR-2014	FULL										
37		YELM	A70507G.090#12175631		TEST SET #17501	0224		SPECIAL	21-JUN-2012	21-JUN-2013	SPECIAL	4410A S/N 1024, RF SAMPLER S/N 139, & 50 OHM LOAD MODEL #UNI-002-F S/N 0757 CAL'D TO 80 WATTS WITH: 4410-3 S/N 1024									
38		YELM	A70507G.090#12175631		TEST SET #17502	0226		INACTIVE	02-NOV-2012	20-SEP-2013	INACTIVE	02-NOV-2012 INACTIVE DATE									
39		YELM	H70302B.090#13363372		MULTIMETER#2027642	02280048	015194	SPECIAL	01-MAR-2011	28-FEB-2014	SPECIAL	CAPACITANCE NOT TESTED									
40		YELM	H70302B.090#13363372		MULTIMETER#2027644	02280081	015236	SPECIAL	01-MAR-2011	28-FEB-2014	SPECIAL	CAPACITANCE NOT TESTED									
41		YELM	H70302B.090#13363372		MULTIMETER#2027646	02280214	015192	SPECIAL	30-AUG-2010	29-AUG-2013	SPECIAL	CAPACITANCE NOT TESTED									
42		YELM	H70302B.090#13363372		MULTIMETER#2027647	02280215	015192	SPECIAL	01-MAR-2011	28-FEB-2014	SPECIAL	CAPACITANCE NOT TESTED									
43		YELM	H70302B.090#13363372		MULTIMETER#2027648	02280216	015240	SPECIAL	01-MAR-2011	28-FEB-2014	SPECIAL	CAPACITANCE NOT TESTED									
44		YELM	H70302B.090#13363372		MULTIMETER#2027649	02280217	015256	SPECIAL	01-MAR-2011	28-FEB-2014	SPECIAL	CAPACITANCE NOT TESTED									
45		YELM	H70302B.090#13363372		MULTIMETER#2027650	02280218	015184	SPECIAL	30-AUG-2010	29-AUG-2013	SPECIAL	CAPACITANCE NOT TESTED									
46		YELM	H70302B.090#13363372		MULTIMETER#2027651	02280228	015184	SPECIAL	01-MAR-2011	28-FEB-2014	SPECIAL	CAPACITANCE NOT TESTED									
47		YELM	H70302B.090#13363372		MULTIMETER#25951620	02280262	015266	SPECIAL	01-MAR-2011	28-FEB-2014	SPECIAL	CAPACITANCE NOT TESTED									
48		YELM	A70507G.090#13092825		TEST SET#A#5866	0232		CNR	14-DEC-2012	20-SEP-2013	CNR	14-DEC-2012 CNR DATE, SEE ITEM INSTANCE NOTES									
49		YELM	A70507G.100#14443112		CHMMETER #180811	103270BCDV#107524		FULL	03-OCT-2012	02-DEC-2013	FULL										
50		YELM	A70507G.090#12175631		TEST SET #17503	0234		SPECIAL	09-APR-2012	09-APR-2013	SPECIAL	4410A S/N 1034, RF SAMPLER S/N 0180, & 50 OHM LOAD MODEL #8164 S/N 1034 CAL'D TO 80 WATTS WITH: 4410-3 S/N 1034, & 50 OHM LOAD MODEL #8164 S/N 1034									
51		YELM	A701770.110#16634671		TEST SET#A#033869	0238		SPECIAL	28-NOV-2012	28-NOV-2013	SPECIAL	SEE ITEM INSTANCE NOTES									
52		YELM	A70507G.090#13092825		TEST SET#A#5866	0239	0389336	SPECIAL	13-JAN-2012	12-JAN-2013	SPECIAL	TS 4317/GRM NOT CALIBRATED WITH CURRENT SHUNT, 10 dB AND 20 dB ATTENUATORS. CALIBRATED FOR USE WITH TS									
53		YELM	A70507G.112#15253080		REFLECTOM#18093	02531		INACTIVE	04-OCT-2012	20-SEP-2013	INACTIVE	04-OCT-2012 INACTIVE DATE									
54		YELM	H70302B.090#13363372		MULTIMETER#1119619	0252147		SPECIAL	20-SEP-2011	19-SEP-2014	SPECIAL	CAPACITANCE NOT TESTED									

Calibration Report

15. The Calibration Report may now be sorted and analyzed for calibration scheduling. Note that choosing to not run macros upon opening of the report will keep the traditional spreadsheet view as indicated above. Running the embedded macros will reformat the spreadsheet upon opening to a more printer friendly view, but hinders traditional sorting of data within the spreadsheet. Some things to consider are;

a. All TMDE due for calibration. Schedule for calibration as required.

b. All TMDE missing a SUC value (No SUC). For child items, the item instance number of the No SUC TMDE can be queried within the Installed Base and the 'Show Parent' option selected to view what SUC the parent belongs to. For parent items, the instance number of the No SUC TMDE can be queried within the Installed Base and the associated service requests viewed to see what GCSS-MC group owns the item and thereby what SUC they fall under. IAW UM

4000-125 dated 20150427 Page 108; "Child assets do not require a SUC assignment however; assigning a SUC to calibrated items facilitates ease of tracking for the maintenance management and maintenance sections." Recommended SUC assignment for children requiring calibration is the CMR SUC with a "C" placed on the end indicating a child. For example, CMR SUC is "YCE00", child SUC is "YCE00C".

c. Missing Special Calibration remarks. Requirement per TM 4700-15/1H. The Last SR# on the calibration report can be viewed to see what calibration information was reported under the calibration task. Special Calibration tags with this information are also applied to TMDE or their associated equipment case.

d. Missing CNR/INACTIVE date in remarks. Requirement per TM 4700-15/1H. The date that the TMDE was originally placed in a CNR/INACTIVE status must be put into this field, i.e. (CNR 4/7/2010). The Last SR# on the calibration report can be viewed to see what calibration information was reported under the calibration task. The date is also recorded on the TMDE calibration sticker.

e. CNR/INACTIVE dates not updated. Requirement per TM 4700-15/1H.

1) Last Cal Date. When initially placed in a CNR/INACTIVE status, the date on the calibration sticker should be in this field (matches date in remarks). When the next annual TMDE validation occurs, the date of this TMDE evaluation is entered in this field. See your CMR RO for this date.

2) Next Cal Date. This will be the date of the next scheduled annual TMDE validation for all CNR/INACTIVE items. See your CMR RO for this date. IAW MCO 4790.2C W/CH 1-2 Page D-6, "All equipment which has been in an "INACTIVE" status for greater than 3 years must be reviewed to ascertain if the equipment is still required for use/contingency operations. When the item is still required, submit the item to the calibration laboratory for intermediate PM, functional check, and application of a new "INACTIVE" label." Therefore, if the 3-year anniversary of the CNR/INACTIVE date is sooner than the date of the next scheduled annual TMDE validation, then this 3-year anniversary date is entered in this field.

III. CREATE ORGANIZATIONAL SR

*NOTE: IAW UM 4000-125 DATED 20150427 PAGE 512, THE EQUIPMENT OWNER/USER/CUSTODIAN WILL CREATE AN ORGANIZATION SERVICE REQUEST (SR). "THE PREPARING ACITIVTY IS RESPONSIBLE FOR INITIAL PREPARATION AND THE PROPER CLOSING OF THE SR."

**NOTE: IAW UM 4000-125 DATED 20150427 PAGE 562, "OPEN A MAINTENANCE-CAL SR ON THE PARENT/END ITEM AND USE A MAINTENANCE-CAL TYPE SR TO EVACUTATE THE COMPONENT (COMPONENT EVACTUATION)." THIS MEANS THAT THE ORGANIZATIONAL SR (1ST/2ND ECHELON SR) IS OPENED ON THE PARENT/END ITEM AND RAN IN A "COMP EVAC" STATUS, WHILE THE COPIED 3RD ECHELON SR IS OPENED AGAINST THE ACTUAL ITEM TURNED IN FOR CALIBRATION, AND BOTH ARE CONNECTED THROUGH 'RELATED OBJECTS'.

IV. CREATE IMA SR

*NOTE: IAW UM 4000-125 DATED 20150427 PAGE 579, IT IS THE RESPONSIBILITY OF THE PREPARING ACTIVITY TO PERFORM THE COPY REQUEST FUNCTION IN ORDER TO CREATE THE IMA SR (3RD ECHELON SR).

**NOTE: SR IS SAVED IN AN 'APPROVED' STATUS BY AN INDIVIDUAL ON THE UNIT UMMIPS UND LETTER (REFERENCE MCO 4400.16H) FOR THE CURRENT SR PRIORITY.

***NOTE: DO NOT CHANGE GROUP OWNER OF MAINTENANCE SR FROM OWNING UNIT. MWCS-28 CEM PLATOON SHIPPING AND RECEIVING SECTION (S&R) SECTION WILL CHANGE GROUP ONWER TO IMA GROUP UPON PHYSICAL ACCEPTANCE OF EQUIPMENT.

V. CALIBRATION SECTION TMDE INDUCTION (3rd Echelon)

*NOTE: THE CEM PLATOON SHIPPING AND RECEIVING SECTION WILL BE THE INDUCTION POINT FOR ALL TEST EQUIPMENT PHYSICALLY TRANSFERRED FOR CALIBRATION SUPPORT. THE CEM S&R PERSONNEL WILL ENSURE THAT THE OWNING UNIT HAS APPROVED THE SERVICE REQUEST ('APPROVED' STATUS), VALIDATED ALL INFORMATION AND SL-3, THEN THEY WILL CHANGE THE GROUP OWNER TO THE CALIBRATION FACILITY AND THE STATUS TO 'EQUIP ACCEPTED', AND THEN SAVE THE SR PRIOR TO PHYSICALLY TRANSFERRING EQUIPMENT TO THE CALIBRATION FACILITY.

**NOTE: ONLY CALIBRATION PERSONNEL WILL PERFORM THE FOLLOWING ACTIONS WHEN PHYSICALLY RECEIPTING FOR TMDE.

1. Verify all information to include;
 - a. Unit POC information in upper left of SR header?
 - b. Item Identification correct?
 - c. If Item Identification is missing NIIN, Serial Number, Item Instance Number; Is proof of GCSS-MC Help Desk Support Request attached to SR?
 - d. SR Type (CAL, CM, MOD) correct? If incorrect, SR must be admin closed and recreated.
 - e. 3rd SR linked through Related Objects to 1st/2nd SR?

2. Verify/Update [Workbench] tab problem description fields as indicated in the below figure. Standardized request statements are; REQUEST CAL, REQUEST SPECIAL CAL, REQUEST CM, REQUEST MOD, REQUEST CNR, REQUEST INACTIVE.

Problem Summary	TGM0007479. REQUEST CAL		
Problem Code	TEDD	Test Equipment/ALGN
Operational Status	Operational - Minor		

Problem Description Fields

3. Under the [Tasks] tab, create an Acceptance Task and Technician Labor Task IAW 'APPENDIX A - TASK TEMPLATES'.
4. Ensure that the SR [Status] is updated from 'EQUIP ACCEPTED' to 'SHT TECH' (or other appropriate status) and then saved again.

VI. IMA SR STATUS RECONCILIATION

*CAL GUIDANCE: GCSS-MC ALLOWS TOTAL VISIBILITY REGARDING MAINTENANCE ACTIONS WITHIN THE IMA. FOR THIS REASON, THE OWNING UNIT IS REQUIRED TO ACCESS GCSS-MC REGARDING CURRENT STATUS INFORMATION OF ALL EQUIPMENT INDUCTED INTO THE MARINE CORPS GROUND CALIBRATION FACILITY.

RELATED OBJECTS

1. Log into GCSS-MC and select assigned role.
2. Open the organizational SR that is linked to the 3rd echelon SR.
3. Click on the 'Related Objects' tab. The status and priority of each related SR is displayed directly on this screen.
4. Click on the glasses icon next to the related 3rd echelon SR in order to access this record for more information.

*NOTE: If an item is currently undergoing mod/repair, then the calibration SR will be run in an 'ITRS REP' (Inter-Shop Repair) status until the mod/repair is complete and their associated SR's are closed. Therefore, if the SR is in an 'ITRS REP' status, then check for a corresponding 'Maintenance - CM' and/or 'Maintenance - MOD' SR linked to the 2nd SR (related objects tab) for the most current status of the equipment.

Service Request (2511536 - SN_10270625 - REQUEST CAL) - GMT

GCSS-MC Service Request

Contact Type: Employee Customer Type: Organization

First: CPL. JESSICA Last: BOATWRIGHT Email: jessica.boatwright Number: 207788 Relationship: Phone: Account: UIC-M21635 Email: Phone: Phone Type: Organization: M21635 7TH COM NIIN: 013363372 Desc: MULTIMETER TAMCN: H70302B Instance: 1173999 Serial: 10270625 DCD: H70302B.09869 Number: 2511536 Reported: 17-FEB-2012 04:48 Type: Maintenance - CA Status: AWTG Pickup Priority: 12 C-Routine Ech of Maint: 3rd Group: AAC-M29024

Subject Workbench Contacts / Addresses Tasks Interactions **Related Objects** Service History Charges Work Orders

Related Service Requests

Filter: All

Relationship	Number	Summary	Status	Severity	Owner	View
Refers to	2133532	REQUEST FULL CALIBRATION FOR MULTIMETER	EVC HECH	12 C-Routine		

Other Related Objects

Object	Number	Description	View

Sample 'Copy Service Request' Screen

5. Once all maintenance actions are completed, the 'Maintenance - CAL' SR will undergo Quality Control (QC) inspection and be placed in an 'AWTG Pickup' status. An owner notified task set in an 'Assigned' status will be

created and assigned to the group as listed on the organizational SR. This task will appear in the unit Universal Work Queue (UWQ) for that group. It is the responsibility of the owning unit to acknowledge this task by changing the task status to 'Accepted'. If the owner notified task is not acknowledged by the owning unit as required by UM 4000-125 DATED 20150427 PAGE 522, then this task will be admin closed by the calibration shipping and receiving personnel when the owning unit picks up their equipment.

UNIVERSAL WORK QUEUE (UWQ)

6. The owner notified task will be visible within the Universal Work Queue (UWQ) of the unit assigned the task.

File Edit View Folder Tools Tools1 Tools2 Window Help

Service Request (5362654 - SN_13172 REQUEST CAL) - GMT

GCSS-MC Service Request Log and Notes Profile...

Contact Type Employee Customer Type Organization TAMCN/ID/Model E19487 G.10257 Number 5362654

First CPL. JEREMY Name M29030 CLB 4 CL NIIN 013239584 Reported 07-FEB-2013 05:24

Last PAGAN Desc TEST SET,ELE Type Maintenance - CA

Email jeremy.pagan@u Account UIC-M29030 TAMCN E19487 G Status EVC HECH

Number 25839 Email Instance 3378618 Priority 12 C-Routine

Relationship Phone Phone Type Serial 13172 Ech of Maint 2nd

Phone DCD Group UIC-M29030...

Subject Workbench Contacts / Addresses Tasks Interactions Related Objects Service History Charges Work Orders

Problem Summary SN_13172 REQUEST CAL

Problem Code TEDD Test Equipment/DALGN

Operational Status Operational - Minor

Resolution Summary

Resolution Code

Respond By Status Date

RDD Resolution By

Solutions

Outcome	Title	Type	Number	Visibility
		6d		
		6d		

Search Knowledge Unlink Solution Refresh

Notes

View By Service Request : 5362654 Print Friendly

From To 14-FEB-2013 23:59 Refresh

Description	Source	Detail	Type
ELECTRONIC TEST SET EVA...	Service Reque...	X	Proble

Type Problem Descriptio Visibility Publish

Description

ELECTRONIC TEST SET EVAC'D TO CALIBRATION REQUEST CALIBRATION

New Note Details Log and Notes

2nd Echelon SR Group Owner

7. The previous figure illustrates the organizational SR Group owner, which is the owning unit.

Service Request (18165494 - TGM0011002: REQUEST CAL) . GMT

GCSS-MC Service Request Log and Notes Profile...

Contact Type: **Employee** Customer Type: **Organization** TAMCN/ID/Model: **C79112B.115** Number: **18165494**

First: **LCPL JARED** Name: **M01145 MTACS** NIIN: **015504900** Reported: **04-JUN-2015 1**

Last: **ELDRIDGE** Desc: **SHOP EQUIPM** Type: **Maintenance - C**

Email: Account: **UIC-M01145** TAMCN: **C79112B** Status: **AWTG Pickup**

Number: **366681** Email: Instance: **57856236** Priority: **13 C-Routine**

Relationship: Phone: Serial: **0281** Ech of Maint: **3rd**

Phone: Phone Type: DCD: Group: **AAC-M0020**

Subject Workbench Contacts / Addresses Tasks Interactions Related Objects Service History Charges Work Orders

Date	Number	Type	Status	Priority	Owner	Subject	Description	Publ...
04-JUN-2...	11335394	Maintena...	Closed	13 C-Rou...	AAC-M00...	CS28CAL ACCEP...	SEE TASK NOTES	✓
04-JUN-2...	11335397	Maintena...	Closed	13 C-Rou...	AAC-M00...	CS28CAL CAL	SEE TASK NOTES	✓
10-JUN-2...	11382113	Maintena...	Assigned	13 C-Rou...	AAC-M00...	CS28CAL OWNE...	SEE TASK NOTES	✓

Type: **Maintenance...** Owner Type: **Group Resour** Num: **11382113** Subject: **CS28CAL OWNER NOTIFIED**

Status: **Assigned** Owner: **AAC-M00207** Parent: Escalation: Oper. Status: **Operational - Mi**

Priority: **13 C-Routine** Assignee Type: **Group Resour** Assignee: **AAC-M01145**

☒ Restrict Closure

—Dates—
 Planned Scheduled Actual
 Start: **10-JUN-2015**
 End: **15-JUN-2015**

Planned Effort: **5** Day
 Actual Effort: Duration:

☐ Private ☒ Publish

Copy Task Task Notes Debrief Use Template Launch Workflow More..

Owner Notified Task

8. The Owner Notified Task 'Owner' is the calibration facility (AAC-M00207_CEM_CAL, AAC-M00207_CEM_CALMECH or AAC-M00207_CEM_CALIMA) as this is their service request. The 'Assignee' is identical to the owning unit AAC/UIC as specified on the organizational SR. This will cause the Owner Notified Task to be visible within the Units "Group Assigned" UWQ. The owner notified remarks are input into the 'Task Notes'.

Service Request (9379744 - AAM0183728 REQUEST CAL) - GMT

Notes

View By: ☒ Source ☐ Related To

Notes Summary

M... Notes

The item associated to this service request has bee... 2

Source: **Task Manager** Number: **7117529**

Entered By: **TIEMAN, GySgt R** Date: **25-APR-2014 1**

Notes

The item associated to this service request has been completed at the higher echelon of maintenance and is required to be picked up. Please contact the calibration facility's Shipping and Receiving Section to schedule a time to pickup between 0800 to 1600 on regularly scheduled workdays.

Please acknowledge this task by changing Task Status to 'Accepted'.

Type: **Maintenance** Status: **Publish**

Related To Value

Task Manager **7117529**

More.. New (B)

Owner Notified Task

9. Log into GCSS-MC and select assigned role.
10. Select the Universal Work Queue link under the Service Request category.

Universal Work Queue - 16-JUN-2015 00:51:41

Work Type	Count	Number	Group	Name	Type	Status	Priority	Resource
Service Request		10437624	AAC-M00207_CE...	CS28CAL SU...	Maintenance	Assigned	13 C-Routine	AAC-M
My Service Request		11239774	AAC-M00207_CE...	CS28CAL AC...	Maintenance	Assigned	06 B-Urgent	AAC-M
Group Owned		11239778	AAC-M00207_CE...	CS28CAL CAL	Maintenance	Assigned	06 B-Urgent	AAC-M
Tasks		11385628	AAC-M00207_CE...	CS28CAL AC...	Maintenance	Assigned	13 C-Routine	AAC-M
My Owned		11385636	AAC-M00207_CE...	CS28CAL CAL	Maintenance	Assigned	13 C-Routine	AAC-M
My Assigned		11138112	AAC-M00207_CE...	CS28CAL AC...	Maintenance	Assigned	13 C-Routine	AAC-M
Group Owned		11138124	AAC-M00207_CE...	CS28CAL CAL	Maintenance	Assigned	13 C-Routine	AAC-M
Group Assigned		11138196	AAC-M00207_CE...	CS28CAL AC...	Maintenance	Assigned	06 B-Urgent	AAC-M
My Tasks		11138200	AAC-M00207_CE...	CS28CAL CAL	Maintenance	Assigned	06 B-Urgent	AAC-M
Marketing Lists - Manua...		11406100	AAC-M00207_CE...	CS28CAL AC...	Maintenance	Assigned	13 C-Routine	AAC-M
		11406103	AAC-M00207_CE...	CS28CAL CAL	Maintenance	Assigned	13 C-Routine	AAC-M
		10828277	AAC-M00207_CE...	CS28CAL AC...	Maintenance	Assigned	06 B-Urgent	AAC-M
		10828280	AAC-M00207_CE...	CS28CAL CAL	Maintenance	Assigned	06 B-Urgent	AAC-M
		11293645	AAC-M00207_CE...	CS28CAL AC...	Maintenance	Assigned	13 C-Routine	AAC-M
		11386865	AAC-M00207_CE...	Inner Shop R...	Maintenance	Assigned	13 C-Routine	AAC-M
		11386905	AAC-M00207_CE...	Inner Shop R...	Maintenance	Assigned	13 C-Routine	AAC-M
		11386917	AAC-M00207_CE...	Inner Shop R...	Maintenance	Assigned	13 C-Routine	AAC-M
		11386976	AAC-M00207_CE...	Inner Shop R...	Maintenance	Assigned	13 C-Routine	AAC-M
		11387032	AAC-M00207_CE...	Inner Shop R...	Maintenance	Assigned	13 C-Routine	AAC-M
		11386762	AAC-M00207_CE...	Inner Shop R...	Maintenance	Assigned	13 C-Routine	AAC-M
		11374620	AAC-M00207_CE...	CS28CAL CAL	Maintenance	Assigned	13 C-Routine	AAC-M
		11405709	AAC-M00207_CE...	INNER SHOP ...	Maintenance	Assigned	13 C-Routine	AAC-M
		11397554	AAC-M00207_CE...	CS28CAL CAL	Maintenance	Assigned	13 C-Routine	AAC-M
		11397656	AAC-M00207_CE...	CS28CAL AC...	Maintenance	Assigned	13 C-Routine	AAC-M
		11397691	AAC-M00207_CE...	CS28CAL CAL	Maintenance	Assigned	13 C-Routine	AAC-M

Universal Work Queue (UWQ)

11. The Owner Notified Tasks will be located under the UWQ. Since the task is assigned to the unit, this Owner Notified Task will appear under the 'Group Assigned' list.

12. This is an informational task and requires the owner to change the task status to 'Accepted' thereby acknowledging this task. The calibration S&R personnel will close this task during unit pickup of equipment.

VII. UPDATING THE GCSS-MC CALIBRATION DATA

Created By: Cpl Wright, B. H.

*NOTE: ONCE THE EQUIPMENT HAS BEEN PICKED UP AT THE CALIBRATION FACILITY AND ALL ASSOCIATED SERVICES REQUESTS HAVE BEEN PROPERLY CLOSED, THE FOLLOWING ACTIONS MUST TAKE PLACE IAW UM 4000-125 DATED 20150427 PAGE 541.

1. Log into GCSS-MC and select the 'GCSS-MC Maintenance Chief' role.
2. Select the 'PM/CAL Scheduling Form' link.

The screenshot shows the 'PMCS Schedule' window. At the top, there is a label 'Organization' followed by a text box containing 'M29021' and a message '(An Organization must be entered to execute search)'. Below this is a 'Search Criteria' dialog box. The dialog has a 'Find' field with the text '%29021'. Below the 'Find' field is a list of search results. The first result is 'AAC-M29021'. The second result is 'M29021 3D MAINT BN CLR 35 3D MLG (R/U)' and is highlighted in blue. At the bottom of the dialog are buttons for 'Find', 'OK', and 'Cancel'. The main window has a table with columns 'Serial Number', 'Instance Number', 'NIIN', and 'Nomenclature'. The table is currently empty. At the bottom of the window is a label 'Month the Last Time Based Action Occurred in Schedule' followed by a text box.

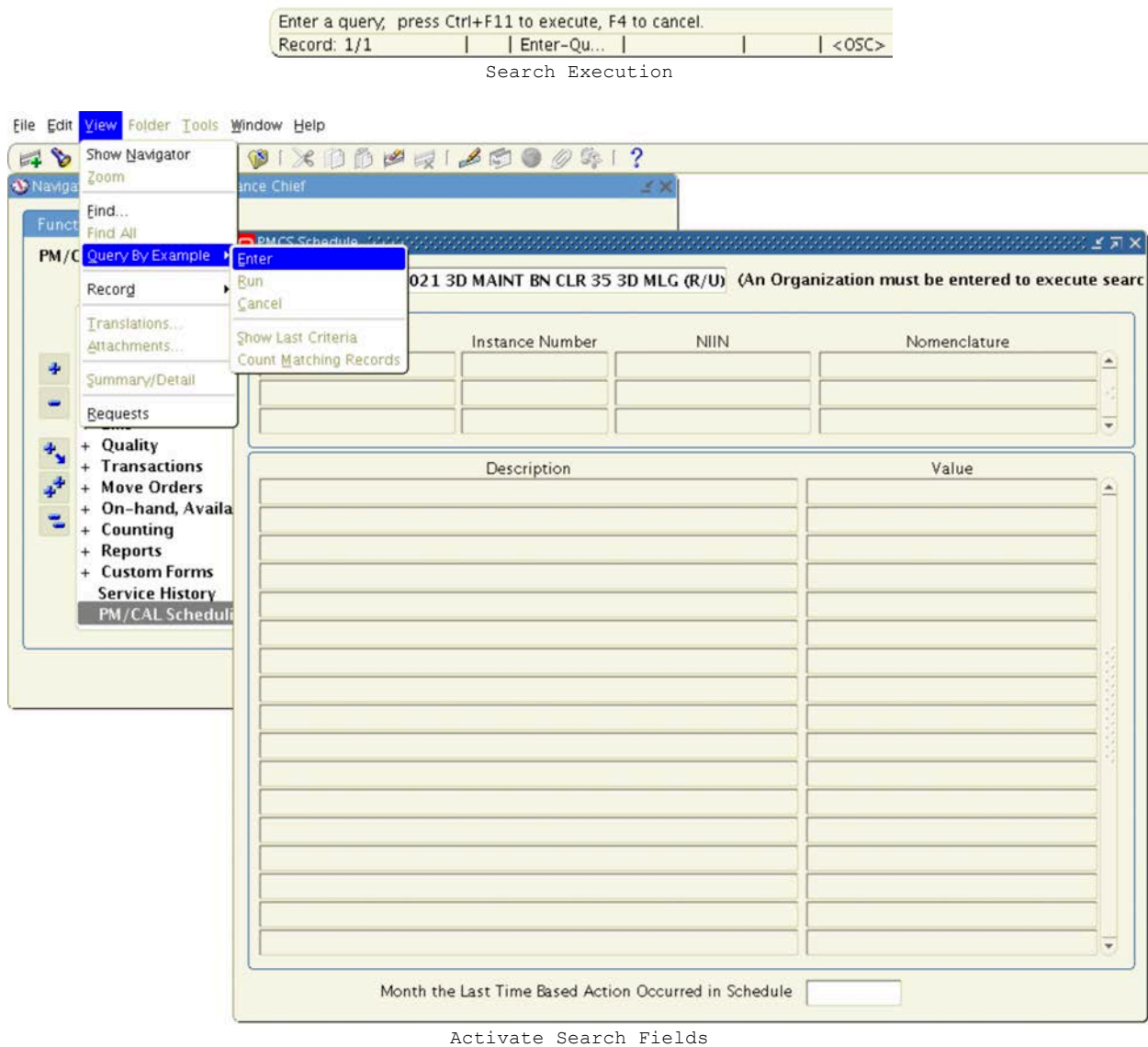
RUC Search

3. Once the screen loads, enter the RUC into the 'Organization' field or select the ellipse to scroll and search. Quick searches are accomplished by inputting the wildcard symbol '%' in front of the RUC, e.g. '%29021', in order to search for all unit names sharing the same RUC.

The screenshot shows the 'PMCS Schedule' window. The 'Organization' field now contains the text 'M29021 3D MAINT BN CLR 35 3D MLG (R/U)' and the message '(An Organization must be entered to execute search)'. Below this is a 'Search Criteria' dialog box. The dialog has a table with columns 'Serial Number', 'Instance Number', 'NIIN', and 'Nomenclature'. The table is currently empty. At the bottom of the dialog are buttons for 'Find', 'OK', and 'Cancel'. The main window has a table with columns 'Serial Number', 'Instance Number', 'NIIN', and 'Nomenclature'. The table is currently empty. At the bottom of the window is a label 'Month the Last Time Based Action Occurred in Schedule' followed by a text box.

Search Criteria

4. Next, click on any of the fields to activate the Search Criteria function.



5. As indicated in the lower left-hand corner of the window, press F11 to activate the search fields. An alternate method utilizes the top menu bar, select 'View' -> 'Query By Example' -> 'Enter' in order to activate the search fields.



6. Enter the desired search criteria, where only one is required. The preferred order of search criteria is; Instance Number, Serial Number, NIIN, Nomenclature. The Instance Number is unique to each item and will return only one record. The Serial Number may be common to other items as assigned by a manufacturer and may return multiple records. The NIIN and Nomenclature will be common to many items and may return many records, which is not ideal.

Enter a query, press Ctrl+F11 to execute, F4 to cancel.
 Record: 1/1 | Enter-Qu... | <OSC>
 Search Execution

7. As indicated in the lower left-hand corner of the window, press Ctrl+F11 to execute the search. An alternate method utilizes the top menu bar, select 'View' -> 'Query By Example' -> 'Run' in order to execute the search.

PMCS Schedule

Organization **M29021 3D MAINT BN CLR 35 3D MLG (R/U)** (An Organization must be entered to execute search)

Search Criteria

Serial Number	Instance Number	NIIN	Nomenclature
2479	3151622	013092825	TEST SET,RADIO
2551	3151623	013092825	TEST SET,RADIO
1039	15866	013092825	TEST SET,RADIO

Description	Value
CAL - Last Calibration Action Type	SPECIAL
CAL - Last Calibration Action Date (DD-MON-YYYY)	08-JAN-2013
CAL - Last Calibration Action Service Request No.	4013416
CAL - Next Calibration Action Type	SPECIAL
CAL - Next Calibration Action Date (DD-MON-YYYY)	08-JAN-2014
PM or Calibration Remarks*	TS4317/GRM not calibrated with cur
PM - Last EOTC Action Type	
PM - Last EOTC Action Date (DD-MON-YYYY)	
PM - Last EOTC Action Service Request No.	
PM - Last EOTC Counter Reading	
PM - Next EOTC Action Type	
PM - Last Time Based Action Type	
PM - Last Time Based Action Date (DD-MON-YYYY)	
PM - Last Time Based Action Service Request No.	
PM - Next Time Based Action Type	
PM - Next Time Based Action Date (DD-MON-YYYY)	
PM - Last Service Request Closed Date	

Month the Last Time Based Action Occurred in Schedule

NIIN Search

8. As indicated by the above figure, a NIIN search returns multiple items and the user must scroll through and click on the correct serial number in order to see the identifying information.

PMCS Schedule

Organization **M29021 3D MAINT BN CLR 35 3D MLG (R/U)** (An Organization must be entered to execute search)

Search Criteria

Serial Number	Instance Number	NIIN	Nomenclature
2551	3151623	013092825	TEST SET,RADIO

Description	Value
CAL - Last Calibration Action Type	SPECIAL
CAL - Last Calibration Action Date (DD-MON-YYYY)	08-JAN-2013
CAL - Last Calibration Action Service Request No.	4013416
CAL - Next Calibration Action Type	SPECIAL
CAL - Next Calibration Action Date (DD-MON-YYYY)	08-JAN-2014
PM or Calibration Remarks*	TS4317/GRM not calibrated with cur
PM - Last EOTC Action Type	
PM - Last EOTC Action Date (DD-MON-YYYY)	
PM - Last EOTC Action Service Request No.	
PM - Last EOTC Counter Reading	
PM - Next EOTC Action Type	
PM - Last Time Based Action Type	
PM - Last Time Based Action Date (DD-MON-YYYY)	
PM - Last Time Based Action Service Request No.	
PM - Next Time Based Action Type	
PM - Next Time Based Action Date (DD-MON-YYYY)	
PM - Last Service Request Closed Date	

Month the Last Time Based Action Occurred in Schedule **0**

Item Instance Search

9. As indicated by the above figure, an Item Instance search will return only one record.

- A. **CAL - Last Calibration Action Type.** This is the calibration status as defined within TI 4733-OD/1 and annotated in the GCSS-MC task notes as well as the attached calibration certificate. Acceptable values are; FULL, SPECIAL, CNR, INACTIVE, REJECTED.
- B. **CAL - Last Calibration Action Date (DD-MON-YYYY).** This is the date that completed calibration actions were performed.
- C. **CAL - Last Calibration Action Service Request No.** This is the 'Maintenance - CAL' service request number that calibration actions were recorded under.
- D. **CAL - Next Calibration Action Type.** This is the next projected calibration status as defined within TI 4733-OD/1. If a unit determines that certain items are required to be placed within an INACTIVE or CNR status the next time that calibration actions are performed, then the unit will go into this record and update the information. This will allow the calibration NCO see this intended status when running the calibration report, and requesting this status when inducting the item into the calibration facility.
- E. **CAL - Next Calibration Action Date (DD-MON-YYYY).** This is the next scheduled calibration date reflected as the calibration due date as defined within TI 4733-OD/1 and annotated in the GCSS-MC log notes as well as the attached calibration certificate.

F. **PM or Calibration Action Remarks.** This field contains any specific calibration remarks as annotated in the GCSS-MC task notes as well as the attached calibration certificate. All Special Calibration / CNR / INACSTIVE status items will contain special calibration remarks such as;

- SPECIAL CAL'D IAW GENRL METRL TOLERANCES AND INTERVAL (+/-2%FS).
- SPECIAL CAL'D AS SET WITH: 4410A S/N 0495, RF SAMPLER S/N 0495, & 50 OHM LOAD S/N 1068858 CAL"D TO 80 WATTS WITH; 4410-3 S/N 0113010, 4410-5 S/N.
- SPECIAL CAL'D FOR CLOCKWISE USE ONLY.
- CNR ON 5-JUN-2014.

7. Save the information before exiting by utilizing the top menu bar 'File' -> 'Save' options.

The screenshot shows the 'Notes' application window. On the left, there's a 'View By' section with 'Source' selected. Below it, a list of notes is shown, with the first one selected: 'TI SPECIAL CAL'D IAW CFX-AX-005 (DTD 01 OCT 2013)'. The main area on the right displays the details of the selected note. It includes fields for 'Source' (Task Manager), 'Number' (6329707), 'Entered By' (BROUSSEAU JR, I), and 'Date' (02 JUN 2014 18:50). The 'Notes' field contains the text: 'TI SPECIAL CAL'D IAW CFX-AX-005 (DTD 01 OCT 2013). (2) CAL VOID LABEL APPLIED. CAL - LAST CALIBRATION TYPE: FULL CAL - LAST CALIBRATION ACTION DATE: 02-JUN-2014 CAL - LAST CALIBRATION ACTION SERVICE REQUEST No: 11301492 CAL - NEXT CALIBRATION ACTION DATE: 02-JUN-2017'. Below this, there are fields for 'Type' (Maintenance), 'Status' (Publish), and 'Related To' (Task Manager) with a 'Value' field (6329707). At the bottom right, there are 'More...' and 'New (B)' buttons.

Sample Task Note

8. Note that there will also be a uniformly formatted Task Note created in the latest maintenance SR calibration task that will capture the required PM/Cal information as indicated above. This is done by the calibration facility in order to better facilitate the owning unit transfer of calibration information from the maintenance SR to the PM/CAL Scheduling Form.

9. **SAMPLE FULL CALIBRATION ENTRY.**

TI cal'd IAW CFX-GP-003 (dtd 1 January 2013). (1) Cal Void seal applied. No MI required.

CAL - Last Calibration Action Type:
FULL

CAL - Last Calibration Action Date:
04-JUN-2014

CAL - Last Calibration Action Service Request No:
12670740

CAL - Next Calibration Action Type:
FULL

CAL - Next Calibration Action Date:
04-AUG-2016

PM or Calibration Action Remarks:
N/A

10. **SAMPLE SPECIAL CALIBRATION ENTRY.**

TI special cal'd IAW CFX-GP-003 (dtd 1 January 2013). (1) Cal Void seal applied. No MI required.

CAL - Last Calibration Action Type:
SPECIAL

CAL - Last Calibration Action Date:
04-JUN-2014

CAL - Last Calibration Action Service Request No:
12670740

CAL - Next Calibration Action Type:
SPECIAL

CAL - Next Calibration Action Date:
04-AUG-2016

PM or Calibration Action Remarks:
Calibrated for use with the N5531SOPTXXX Microwave Measurement Receiver.

*NOTE: If the remarks are greater than the field size limit, then a remark referencing the service request containing this information should be entered, i.e. "SPECIAL CAL: SEE CAL SR# 123456 DUE TO LIMITED SIZE OF FIELD."

11. **SAMPLE CNR/INACTIVE CALIBRATION ENTRY (TM 4700-15/1H Page 2-7-3).**

TI op-checked IAW CFX-GP-003 (dtd 1 January 2013). Placed in CNR status per owning unit request. No MI required.

CAL - Last Calibration Action Type:
CNR

CAL - Last Calibration Action Date:
04-JUN-2014

CAL - Last Calibration Action Service Request No:
12670740

CAL - Next Calibration Action Type:
(Determined by owning unit)

CAL - Next Calibration Action Date:
(Date of next annual TMDE validation IAW MCO P4790.2C)

PM or Calibration Action Remarks:
CNR on 04-JUN-2014.

*NOTE: Whenever the next annual TMDE validation occurs, the 'Last Calibration Action Date' will be updated to reflect this annual TMDE validation date, and the 'Next Calibration Action Date' will be updated to reflect the next scheduled annual TMDE validation date. See your CMR RO for these dates.

12. **SAMPLE REJECTED CALIBRATION ENTRY.**

TI fails calibration IAW CFX-GP-003 (dtd 1 January 2013). See SR attachment for Out-Of-Tolerance (OOT) testing information.

CAL - Last Calibration Action Type:
N/A

CAL - Last Calibration Action Date:
N/A

CAL - Last Calibration Action Service Request No:
12670740

CAL - Next Calibration Action Type:
N/A

CAL - Next Calibration Action Date:
N/A

PM or Calibration Action Remarks:
SAC=1, RC=Z, DRMO and requisition.

*NOTE: Pending official guidance, local SOP must dictate what updates are required for these field with respect to rejected calibration items. Once rejected, the item no longer requires calibration scheduling, therefore these fields become redundant. Recommendation is to ensure that at a minimum reject remarks are entered in the remarks field.

APPENDIX A – CAL 3rd SR TASK TEMPLATES

ALL TASKS MUST BE LABOR DEBRIEFED DOCUMENTING LABOR TIME

A. TECHNICIAN LABOR TASKS

*NOTE: Upon starting maintenance actions, technician will update Labor Debrief [Assignment Status] and Tasks [Status] to 'Working' ensuring that the task is assigned to them. Upon completion of maintenance actions and prior to running an SR in a 'FINL INS' status, technician will; debrief all material (parts), enter all task labor information and update task Labor Debrief [Assignment Status] to 'Completed', and then update all task notes and update Tasks [Status] to 'Closed'. The only task that the technician will not debrief and close is the 'CS28CAL ACCEPTANCE/FINAL INSPECTION' described below, as this task will be debriefed and closed during Final Inspection (QC).

**NOTE: IAW UM 4000-125 DATED 20150427 PAGE 521, "Tasks are created and utilized to document all actions conducted throughout the maintenance cycle and will be "Maintenance" type tasks. Additionally, the requisition of repair parts, SL-3, documentation of labor hours, materials applied and reconciliation with supporting activities will hours, materials applied and reconciliation with supporting activities will be recorded via "Maintenance" type tasks."

***NOTE: IAW UM 4000-125 DATED 20150427 PAGE 523, "Transaction Status" type tasks are utilized in conjunction with a "Validation-request" task.

I. ACCEPTANCE TASK

Task Type: Maintenance

Task Status: Assigned

Task Priority: (Same as SR Priority)

Task Owner Type: Group Resource

Task Owner: (Same as SR Group Owner)

Task Assignee Type: Employee Resource

Task Assignee: (Individual Inducting Equipment)

Task Planned Effort: 1 Hour

Task Subject: CS28CAL ACCEPTANCE/FINAL INSPECTION

Task Description: See Task Notes.

Task Notes (Note type is 'Maintenance Details'):

Notes comprising; Acceptance notes, SL-3 accepted, visual defects, PMCS condition, required MI/TI. Sample entries include;

ACCEPTED SL-3 COMPLETE. NO VISUAL DEFECTS. NO MI REQUIRED.

ACCEPTED WITH ONLY THE FOLLOWING SL-3; (list SL-3). NO VISUAL DEFECTS. NO MI REQUIRED.

NO SL-3 ACCEPTED. NO VISUAL DEFECTS. NO MI REQUIRED.

*NOTE: S&R will create this task. This task will also be utilized as the Final Inspection task during QC and closed by QC personnel.

II. TRANSFER TO CALIBRATION (ELEC/MECH)

SR Type: Maintenance - CAL
SR Ech of Maint: 3rd
SR Status: SHT TECH
SR Priority: 13 C-Routine
SR Group: AAC-M00207_CEM_CAL
SR Owner: (Section Head)

Workbench Problem Summary: TAM0001234. REQUEST CAL
Workbench Problem Code: TEDD ALGN
Workbench Operational Status: Operational - Minor

Task Type: Maintenance
Task Status: Assigned
Task Priority: 13 C-Routine
Task Owner Type: Group Resource
Task Owner: AAC-M00207_CEM_CAL
Task Assignee Type: Employee Resource
Task Assignee: (Section Head)
Task Oper. Status: Operational - Minor
Task Planned Effort: 1 Hour
Task Subject: CS28CAL CAL
Task Description: See Task Notes.
Task Notes (Note type is 'Maintenance Details'): *All technician work notes will go here.*

III. TRANSFER TO REPAIR (CM)

SR Type: Maintenance - CM, or Maintenance - SRP
SR Ech of Maint: 3rd
SR Status: SHT TECH
SR Priority: (Authorized Owner Priority)
SR Group: AAC-M00207_CEM_CAL_IMA
SR Owner: (Section Head)

Workbench Problem Summary: TAM0001234. REQUEST CM
Workbench Problem Code: TEDD INOP
Workbench Operational Status: Operational - Degraded (or) Deadlined

Task Type: Maintenance
Task Status: Assigned
Task Priority: (Same as SR Priority)
Task Owner Type: Group Resource
Task Owner: AAC-M00207_CEM_CAL_IMA
Task Assignee Type: Employee Resource
Task Assignee: (Section Head)
Task Oper. Status: (Same as SR Operational Status)
Task Planned Effort: 1 Hour
Task Subject: CS28CAL CM
Task Description: See Task Notes.
Task Notes (Note type is 'Maintenance Details'): *All technician work notes will go here.*

IV. TRANSFER TO REPAIR (MOD)

SR Type: Maintenance - MOD
SR Ech of Maint: 3rd
SR Status: SHT TECH
SR Priority: (Authorized Owner Priority)
SR Group: AAC-M00207_CEM_CAL_IMA
SR Owner: (Section Head)

Workbench Problem Summary: TAM0001234. REQUEST MOD
Workbench Problem Code: TEDD INOP
Workbench Operational Status: Operational - Degraded (or) Deadlined

Task Type: Maintenance
Task Status: Assigned
Task Priority: (Same as SR Priority)
Task Owner Type: Group Resource
Task Owner: AAC-M00207_CEM_CAL_IMA
Task Assignee Type: Employee Resource
Task Assignee: (Section Head)
Task Oper. Status: (Same as SR Operational Status)
Task Planned Effort: 1 Hour
Task Subject: CS28CAL MOD
Task Description: See Task Notes.
Task Notes (Note type is 'Maintenance Details'): *All technician work notes will go here.*

V. TRANSFER TO EVAC HECH

SR Type: Maintenance - CAL, Maintenance - CM, or Maintenance - MOD
SR Ech of Maint: 3rd
SR Status: AWTG Evacuation
SR Priority: 13 C-Routine
SR Group: AAC-M00207_CEM_CAL
SR Owner: (Section Head)

Workbench Problem Summary: TAM0001234. REQUEST CAL
Workbench Problem Code: TEDD ALGN
Workbench Operational Status: Operational - Minor

Task Type: Maintenance
Task Status: Assigned
Task Priority: (Same as SR Priority)
Task Owner Type: Group Resource
Task Owner: AAC-M00207_CEM_CAL
Task Assignee Type: Employee Resource
Task Assignee: (Section Head)
Task Oper. Status: (Same as SR Operational Status)
Task Planned Effort: 1 Hour
Task Subject: CS28CAL EVAC
Task Description: See Task Notes.
Task Notes (Note type is 'Maintenance Details'): *All technician work notes will go here.*

B. QC TASKS

I. EDIT TASK (QC)

*NOTE: Locate the acceptance task "CS28CAL ACCEPTANCE/FINAL INSPECTION" and edit with the following information.

Task Assignee: (Individual Conducting QC)

Task Notes (Note type is 'Maintenance Details'): *All technician work notes will go here. Minimum required information will be;*

REPAIRS INSPECTED, MODS VERIFIED, QC COMPLETE. CONDITION CODE A.

REPAIRS INSPECTED, MODS VERIFIED, QC COMPLETE. CONDITION CODE A. ITEM OWNED BY SAME SUC, NO OWNER NOTIFIED TASK REQUIRED.

REPAIRS INSPECTED, MODS VERIFIED, QC COMPLETE. CONDITION CODE A. CM ACTIONS COMPLETE, CALIBRATION REQUIRED UNDER CAL SR# 14685466, NO OWNER NOTIFIED TASK REQUIRED.

*NOTE: QC will Labor Debrief and close this task using the combined minimum acceptance & QC time of 1 hour.

II. CREATE TASK (OWNER NOTIFIED)

*NOTE: IAW 4000-125 DATED 20150427 PAGE 522, "When the unit performing the maintenance action is also the owner (i.e. the same SUC), creating this type of task is optional." Only equipment within CEM platoon will be granted this exemption. All others will have an owner notified task created.

Task Type: Maintenance

Task Status: Assigned

Task Priority: (Same as SR Priority)

Task Owner Type: Group Resource

Task Owner: (Same as SR Group Owner)

Task Assignee Type: Group Resource

Task Assignee: (Owning Unit AAC/UIC)

Task Oper. Status: (Same as SR Operational Status)

Task Planned Effort: 5 Day

Task Subject: CS28CAL OWNER NOTIFIED

Task Description: See Task Notes.

Task Notes (Note type is 'Maintenance Details'):

The item associated to this service request has been completed at the higher echelon of maintenance and is required to be picked up. Please contact the calibration facility's Shipping and Receiving Section to schedule a time to pickup between 0800 to 1600 on regularly scheduled workdays.

Please acknowledge this task by changing Task Status to 'Accepted'.

*NOTE: QC will create this task. Customer will change Tasks [Status] to 'Accepted' acknowledging notification. S&R will Labor Debrief and close this task when customer picks up TMDE.

C. PARTS REQUIREMENT

*NOTE: IAW UM 4000-125 DATED 20150427 PAGE 522, "Each defect will have a separate task...Parts requirements for each defect will be requisitioned on the associated "Maintenance" type task. There will not be separate maintenance tasks for requisitioning parts requirements."

**NOTE: IAW UM 4000-125 DATED 20150427 PAGE 622, "Initial requisition. Create parts requirements on the maintenance task requiring the demands. Do not create a separate parts requirement independent of the maintenance task."

I. EDIT TASK (SUPPLY - PARTS REQUIREMENT)

Under the technician labor task, the technician will enter all part requisition information IAW UM 4000-125 DATED 20150427 PAGE 623, and then assign the task to a supervisor with part requisition authority. The supervisor with part requisition authority will enter the following task note.

Task Notes (Note type is 'Parts Approval'):

NIIN:
NOMEN:
QTY:
SAC:

This priority (*insert priority*) critical repair part supply requisition has been approved by (*UND Letter Authorized Rank Last Name*) to be requisitioned as a result of intermediate maintenance activity corrective maintenance actions.

*NOTE: This note will only be entered by an individual authorized by the current unit UMMIPS UND Letter.

**NOTE: Once the part approval task note is entered, the supervisor approving the parts requisition will follow the desktop procedures for forwarding the task to the unit supply officer for action. Update the SR status to "SHT PART".

II. EDIT TASK (RIP - SECREP EXCHANGE)

Under the technician labor task, the supervisor with part requisition authority will enter all SECREP exchange information IAW UM 4000-125 DATED 20150427 PAGE 636 in conjunction with the desktop procedures.

Task Notes (Note type is 'Parts Approval'):

NIIN:
NOMEN:
SER NO:
QTY:
SAC:

This priority (*insert priority*) critical repair part SECREP has been approved by (*UND Letter Authorized Rank Last Name*) to be turned into the RIP as a result of intermediate maintenance activity corrective maintenance actions.

*NOTE: This note will only be entered by an individual authorized by the unit UMMIPS UND Letter.

**NOTE: Once the SECREP exchange approval task note is entered, the supervisor approving the SECREP exchange will follow the desktop procedures for forwarding the task to the MWCS-28 CEM S&R group for action. Update the SR status to "SHT PART".

III. EDIT TASK (OPEN PURCHASE REQUEST)

Under the technician labor task, the technician will enter all open part requisition information, and then assign the task to a supervisor with part requisition authority. The supervisor with part requisition authority will enter the following task note.

Task Notes (Note type is 'Maintenance Details'):

OPEN PURCHASE REQUEST.(Nomen: / PN: / CAGE: / MFGR: / QTY: / PRICE:, and any additional amplifying information to include quote details and source of supply NAME/ADDRESS/PHONE/EMAIL.)

**NOTE: Once the OPR has been approved by supply, update SR status to "SHT PART" and add OPR approval information within the task note.

D. EXTERNAL ACTION TASKS

*NOTE: Technician will create these tasks. SOS should change [Task Status] to 'Accepted'/'Working'/'Completed' acknowledging actions, or the technician will update after reconciliation. Upon completion of required action, technician will Labor Debrief the task. Technician will then update Labor Debrief [Assignment Status] to 'Completed' and Tasks [Status] to 'Closed'.

I. CREATE TASK (PARTS ORDER STATUS VALIDATION)

*NOTE: IAW UM 4000-125 DATED 20150427 PAGE 523, "Transaction Status" type tasks are utilized in conjunction with a "Validation-Request" task for reconciliation between the maintenance activity and supply.

Task Type: Transaction Status
Task Status: Assigned
Task Priority: (Same as SR Priority)
Task Owner Type: Group Resource
Task Owner: (Same as SR Group Owner)
Task Assignee Type: Group Resource
Task Assignee: AAC-M00207_SUPPLY
Task Planned Effort: 1 Day
Task Subject: CS28CAL VALIDATION-REQUEST
Task Description: See Task Notes. (*Input part NIIN in parenthesis*)
Task Notes (Note type is 'Maintenance Details'): (Validation request information). Please acknowledge this task by changing Task Status to 'Accepted'.

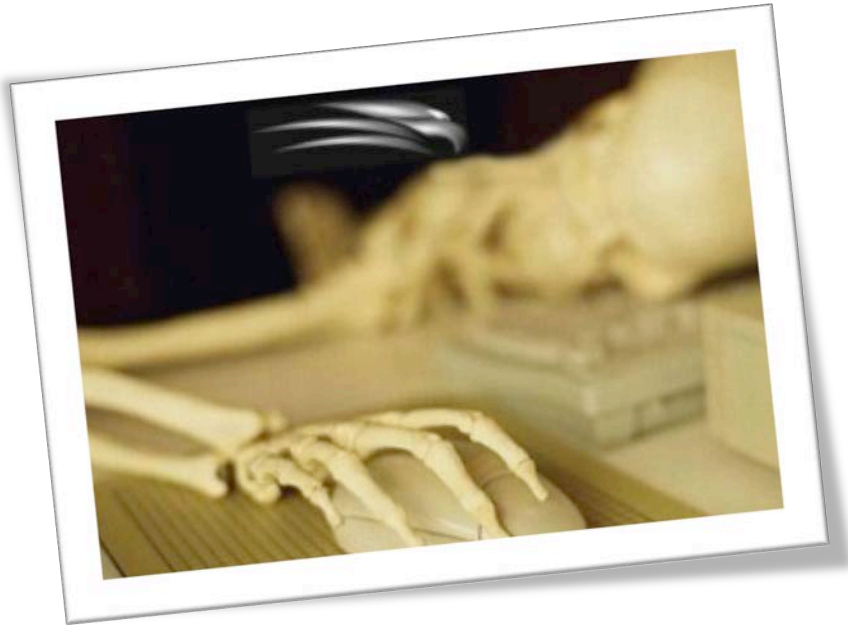
II. CREATE TASK (WIR NOTIFICATION)

Task Type: Maintenance
Task Status: Assigned
Task Priority: (Same as SR Priority)
Task Owner Type: Group Resource
Task Owner: (Same as SR Group Owner)
Task Assignee Type: Group Resource
Task Assignee: (Owning Unit AAC/UIC)
Task Planned Effort: 1 Hour
Task Subject: CS28CAL WIR NOTIFICATION
Task Description: See Task Notes.
Task Notes (Note type is 'Maintenance Details'):
This is to inform you that your equipment has failed calibration and has been determined to be a Recoverable Item Reportable (WIR) candidate IAW MCO P4400.82. The justification for this determination is _____ . The calibration facility will automatically submit the WIR on behalf of the owning unit as per the applicable SMR code requirement. Once the WIR is approved and disposition instructions are received, the owning unit will receive the Condition Code F carcass and all applicable maintenance records upon completion of maintenance actions. It is the owning unit responsibility to conduct disposition actions and to reconcile MAL/CMR deficiencies with their local unit supply.

Please acknowledge this task by changing Task Status to 'Accepted'.

POINTS OF CONTACT

only4calig0ds



MWCS-28 CEM CALIBRATION SECTION:

DSN: 582-4423

COMM: 252-466-4423

MWCS-28 CEM S&R SECTION (INDUCTION POINT) :

DSN: 582-4916

COMM: 252-466-4916

MWCS-28 CEM MAINTENANCE CHIEF:

DSN: 582-5296

COMM: 252-466-5296